



**CONTRACT AWARD SHEET – ROAD MAP  
INTERNAL SERVICES DEPARTMENT  
PROCUREMENT MANAGEMENT SERVICES DIVISION**

**Contract No.:** 6846-1/18

**Title:** FENCE MATERIALS – PREQUALIFICATION

**1: SPOT MARKET QUOTES FOR IDENTIFIED PURCHASES**

Authorized Miami-Dade County user departments will utilize this contract for the spot market purchase of fencing materials including, but not limited to coated and uncoated chain link, wood, aluminum, steel, galvanized, steel picket, aluminum picket, orange polyethylene safety, automated gates and all related accessories

In accordance with Section 2.6, vendors to whom award is made under this solicitation shall be deemed to be pre-qualified to participate in periodic spot market quotes for material purchase requirements that are identified by the County on an as needed basis. When such purchases or the related projects are identified, all awarded vendors shall be invited to review the written specifications and offer an itemized price based on the materials requested by the County.

- a) The vendor offering the lowest price for the specific list of materials, after application of any applicable measure or preference, shall be awarded upon receipt of a County purchase order release. The award of a specific purchase to one vendor does not preclude other pre-qualified vendors from submitting offers for other purchases or specific projects under this contract.
- b) No Quotations shall be required for purchases under \$500.00. The County reserves the right to process this type of purchase based upon the availability of materials and geographic location of the vendor. In the best interest of the County for goods to be delivered by the Vendor or picked up by authorized County personnel, the availability of the goods, geographic location, and/or delivery time may be utilized as deciding factors for the basis of award when it is determined by the County a there is a time sensitive project with pre-established deadlines or an emergency.
- c) As per section 2.2 Small Business Enterprise (SBE) bid preference applies to this contract.

A 10% bid preference shall apply to quotations \$1 million or less, and 5% preference shall apply to quotations greater than \$1 million. A SBE/Micro Business Enterprise must be certified by the Small Business Division of the Regulatory and Economic Resources Department for the type of goods and/or services being provided in accordance with the applicable commodity Code(s) for this contract.

See Item 4 Instructions for additional information covering the Invitation to Quote (ITQ) process that will be utilized for spot market purchases under this contract.

**2: VENDORS AWARDED (PREQUALIFIED)**

Company Name	Vendor ID	Contact Name & E-mail
SID TOOL CO INC d/b/a MSC INDUSTRIAL SUPPLY CO.	135526506 01	Christian Suarez <a href="mailto:suarezc@mscdirect.com">suarezc@mscdirect.com</a>
STONE GROUP ENTERPRISES INC	450466686 01	Karen Azari <a href="mailto:metro140@yahoo.com">metro140@yahoo.com</a>

CARIDAD GOMEZ d/b/a GOMEZ & SON	452731396 01	Caridad Gomez <a href="mailto:caridadgomez001@hotmail.com">caridadgomez001@hotmail.com</a>
FENCE MASTERS INC	590696837 01	Stephen Ernst <a href="mailto:fence@fencemastersinc.net">fence@fencemastersinc.net</a>
A & B HARDWARE INC	591164417 02	Oscar J Llerena <a href="mailto:abhardware@bellsouth.net">abhardware@bellsouth.net</a>
TROPIC FENCE INC	592642924 01	Steve Nespoli <a href="mailto:tropicfence@bellsouth.net">tropicfence@bellsouth.net</a>

### 3: CONTRACT EVENT LOG

Event No	Date Issued	Description	Officer/ Associate
14	3/31/2015	Added Vendor to Contract: Tropic Fence Inc under FEIN 592642924-01.	Sasha Mera
13	06/03/2013	Transfer of funds (\$20K) from ID13 to PW for use during 2013 Hurricane Season Action reflected on Award Sheet Addendum No. 13	James Munn, Jr.
12	01/18/2013	Transfer of funds from MDAD to CAHSD (\$4K) and ISD FUMD (\$10K), Action reflected on Award Addendum No. 12. Moved Funds for MDPH to new BPO1300212 under PR1901 for ADM control (ref MOD-3)	James Munn, Jr.
11	12/05/2012	Transfer of funds from PE02 to ISD D&C (\$4K) Action reflected on Award Addendum No 11	James Munn, Jr.
10	07/25/2012	Transfer of funds to ISD D&C from ISD-FUMD (\$4K) Action reflected on Award Addendum No 11	James Munn, Jr.
9	06/25/2012	Transfer of funds to MDPH (\$20K) from MDAD (\$10K) MDCR (\$5K) and Seaport (\$5K). Action reflected on Award Addendum No 9	James Munn, Jr.
9	05/3/2012	Transfer of funds to ISD-FUMD (\$10K) from ISD-PMD. Action reflected on Award Addendum No 8	James Munn, Jr.
7	10/20/2011	Change in Vendor FEIN for Caridad Gomez d/b/a Gomez & Son Fence to 45-2731396-01 Action reflected on Award Addendum No 7	Denis Chung
6	10/04/2011	Processed Modification No 4: Additional funds allocated to Solid Waste (\$35K). See Award Addendum No 6	Maria Hevia
5	05/02/2011	Processed Modification No 3: Additional funds allocated to MDPH (\$200K) Hurricane Repairs or Natural Disaster. See Award Addendum No 5.	Maria Hevia
4	11/03/2009	Processed Modification No 2: Added Transit to Contract. \$165,000 funds approved in Item 801D (092911 under Resolution R-11287-09 See Award Addendum No. 4	Albert Falcon
3	09/29/2009	Added Vendor to Contract: Stone Group Enterprise, Inc. See Award Addendum No 3	Albert Falcon
2	09/23/2009	Added Vendor to Contract: Caridad Gomez d/b/a Gomez & Son under FEIN 261973008-04 See Award Addendum No 2	Albert Falcon
1	05/05/2009	Processed Modification No 1: Additional \$165,000 funds - Public Works (\$150K) and Vizcaya (\$5K)t	Albert Falcon

#### **4: INSTRUCTIONS FOR USE OF THIS CONTRACT**

Each ITQ solicitation shall be consistent with IO No.3-38, "Master Procurement Implementing Order " and any corresponding guidelines issued by the Internal Services Department Procurement Management Division.

##### **Applicable Ordinances**

Local Preference, Cone of Silence, UAP & Inspector General Ordinances shall be applicable to each Invitation to Quote (ITQ) solicitation issued under this contract unless otherwise exempt due to funding source.

##### **INVITATION TO QUOTES (ITQ) AND PO AWARD PROCESS**

1. The department must explicitly define services being requested in accordance with technical specifications referred to under section 3 of the original County solicitation or as allowed under Section 2.25 covering the purchase of additional items not listed.
- 2.. Depending on the complexity of the ITQ solicitation, a "Question and Answer" (Q&A) session may be deemed necessary, to consider issues and questions which could not be addressed in the ITQ solicitation document, or via written communication with the participating vendors prior to the ITQ due date.. Any such designated Q&A period will be handled directly by the Count department who has issued the ITQ solicitation, and will issue an ITQ addendum, in accordance with standard County procurement practices.

##### **LOCAL PREFERENCE CONSIDERATION**

The evaluation of competitive solicitations is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses. A local business, for the purposes of this Section, shall be defined as a Proposer which meets all of the following:

1. a business that has a valid occupational license, issued by Miami-Dade County at least one year prior to bid or proposal submission, that is appropriate for the goods, services or construction to be purchased;
2. a business that has physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business (Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address.); and
3. a business that contributes to the economic development and well-being of Miami-Dade County in a verifiable and measurable way. This may include but not be limited to the retention and expansion of employment opportunities and the support and increase in the County's tax base. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the proposal submission date stated in the solicitation:
  - (a) vendor has at least ten (10) permanent full time employees, or part time employees equivalent to 10 FTE ("full-time equivalent" employees working 40 hours per week) that live in Miami-Dade County, or at least 25% of its employees that live in Miami-Dade County, or
  - (b) vendor contributes to the County's tax base by paying either real property taxes or tangible personal property taxes to Miami-Dade County, or
  - (c) some other verifiable and measurable contribution to the economic development and well-being of Miami-Dade County.

##### **USER DEPARTMENT RESPONSIBILITY**

It is the responsibility of the user Department Director or designated Management to ensure compliance with the above-mentioned procedures. Purchases under this contract will be subject to random review or audit by County authorities, including the Internal Services Department - Procurement Management Division, Audit and Management, and the Office of the Inspector General.

##### **RECORD RETENTION**

For each purchase order issued under this contract, the user department shall maintain a record of the purchase including: market research performed, all quotes sought, all quotes obtained, required exception forms, any and all other documentation supporting each purchase to ensure compliance and to establish the necessary

accountability for audit. The record shall be maintained by the user department in a location (either electronic or paper) easily accessible for review or audit in accordance with the County Records Retention regulations.

BALANCE OF THIS PAGE LEFT BLANK INTENTIONALLY

**INVITATION TO QUOTE (ITQ)  
FENCE MATERIALS - PREQUALIFICATION**

<b>Contract ID 6846-1/18 INVITATION TO QUOTE (ITQ) (This is Not an Order)</b>				<b>Page <u>  1  </u> of <u>      </u> Pages</b>	
ITQ NO:		DATE ISSUED:		QUOTES DUE DATE:	
<b>REQUESTING DEPARTMENT INFORMATION</b>					
DEPARTMENT:			CONTACT PERSON:		
PHONE NO.:		FAX:		E-MAIL:	
ADDRESS:					
<b>QUOTES REQUESTED FROM:</b>					
NAME:					
FEI NO:		<b>IMPORTANT:</b> All deliveries are to be FOB Destination. This is a ITQ and quotations furnished are unequivocal offers. If you are unable to quote, please so indicate on this form and return it electronically to the e-mail address as referenced above for the receipt of quotes. This request does not commit MIAMI-DADE COUNTY to pay any costs incurred in the preparation of the submission on this quotation or to contract for supplies and services. The vendor submitting the quote must complete and submit requested documentation and/or certification and attach to this Invitation to Quote (ITQ).			
PHONE NO:					
FAX NO:					
E-MAIL:					
<b>QUOTE SUMMARY/PROJECT DESCRIPTION:</b>					
<b>STATEMENT OF WORK: AS DETAILED BELOW</b> <input type="checkbox"/> <b>ADDITIONAL INFORMATION ATTACHED</b> <input type="checkbox"/>					
Delivery required:      days after receipt of PO			Delivery address:		
Item No.:	Commodity/Service Description	Commodity Code No.	Quantity	Unit Price	Total
<b>Additional sheets are attached detailing complete quotation</b> YES <input type="checkbox"/> NO <input type="checkbox"/>					
<b>VENDOR INFORMATION</b>					
Name of Vendor Providing Quote: <i>(type or print)</i>		<i>Please note UAP and IG Ordinance requirements as stated under INSTRUCTIONS TO VENDORS</i>			
		Authorized Signature _____		Date _____	
Address:		Title:			
City:	State	Zip Code	Payment Terms: PER CONTRACT		
Tel:	Fax:		Quote Valid for: _____ Days		
E-Mail:					

## INSTRUCTIONS TO VENDORS:

---

### **Sealed Quotations Not Required**

1. A sealed quote is not required, thus the vendor may submit its written quotation by fax, mail, or e-mail (provided that it includes a scanned signed quote), to the County individual identified on the front of this document, unless otherwise specified.
2. The County reserves the right not to accept quotations received after the time and date as specified within the Invitation To Quote (ITQ).
3. Vendors are required to insert unit price opposite each item. Extensions of unit prices based on the quantities requested for each item are not required. This will be verified by the County during the quotation evaluation process. Vendors are instructed to attach additional sheets detailing their pricing offer if necessary. Lump sum quotations may be deemed non-responsive.

### **Legal Requirements**

Vendors are advised that this contract is subject to all legal requirements contained in the County's Implementing Order 3-38 and all other applicable County Ordinances and/or State and Federal Statutes. Where conflicts exist between this Request for Quotes and these legal requirements, the higher authority shall prevail.

### **Cone of Silence:**

Pursuant to Section 2-11.1(t) of the County Code, this ITQ is subject to the "**Cone of Silence**" until an award recommendation has been forwarded to the appropriate authority. Any communication or inquiries, except for clarification of process or procedure already contained in the solicitation, are to be made in writing to the attention of the Procurement Agent identified on the front page of the solicitation. Such inquiries or request for information shall be submitted to the procurement agent in writing and shall contain the requester's name, address, and telephone number. If transmitted by facsimile, the request should also include a cover sheet with Bidder's facsimile number. The requestor must also file a copy of this written request with the Clerk of the Board, 111 NW 1<sup>st</sup> Street, 17<sup>th</sup> Floor, suite 202, Miami, Florida 33128-1983 or email [clerkbcc@miamidade.gov](mailto:clerkbcc@miamidade.gov).

### **County User Access Program (UAP) - User Access Fee (Applicable**

**Pursuant to Miami-Dade County Budget Ordinance No. 03-192, this quote and any resulting order is subject to a user access fee under the County User Access Program (UAP) in the amount of two percent (2%). The vendor providing goods or services under this contract shall invoice the contract price and shall accept as payment thereof the contract price less the 2% UAP as full and complete payment for the goods and/or services specified on the invoice. The County shall retain the 2% UAP for use by the County to help defray the cost of the procurement department. Vendor participation in the UAP is mandatory.**

### **Office of the Inspector General (IG)**

Miami-Dade County has established the Office of the Inspector General, which is authorized and empowered to review past, present, and proposed County and Public Health Trust programs, contracts, transactions, accounts, records and programs. The Inspector General (IG) has the power to subpoena witnesses, administer oaths, require the production of records and monitor existing projects and programs. The Inspector General may, on a random basis, perform audits on all County contracts. The cost of random audits shall be incorporated into the contract price of all contracts and shall be one quarter (1/4) of one (1) percent of the contract price, except as otherwise provided in Section 2-1076(c)(8) of the County Code.

For additional details of the ordinances mentioned above, please visit our web site at: <http://www.miamidade.gov/procurement>.